



August 25, 2017

TO: Proposers on RFP No. 17057S – Weapon and Non-Weapon Carrying Security Guard Services

FROM: City of Dayton, Ohio
Division of Purchasing

SUBJECT: Addendum #1 to above RFP

This addendum is to announce and serve as official notice that there are changes to the City of Dayton's Request for Proposal (RFP) No. 17010S – Weapon and Non-Weapon Carrying Security Guard Services

SPECIFICATION CHANGES:

Page 3 under 1.06 – Required Proposal Contents: should read this way:

1.06 Required Proposal Contents. All brochures and supplemental documentation shall be included with the original and all of the copies. If not, the proposal may be considered as non-responsive. Contractors are required to submit the following information in their proposal:

- **Company Profile and Background.** Provide the following information:
 - **Location** - The street address of the proposer's company headquarters.
 - **Local Office of Proposer** - Provide the location of the proposer's office nearest to Dayton, Ohio. Include the local office, a contact name, address, telephone, and fax numbers.
 - **Company's Primary Business** - State the proposer's primary business, the number of years in the proposer's industry, and the number of employees assigned to these related activities.
 - **State the legal make-up** of your company: sole proprietorship, partnership, corporation, etc.
 - **Please list any Lawsuits that you are currently engaged in.** Please provide any and all suits either with the City of Dayton or any other Municipalities (include, but not limited to Federal, State, Local or other Municipalities and Governmental agencies).
- **Key Personnel Information.** Provide the name, title, mailing address, telephone number and e-mail address of the persons who will function as the City's primary contact and back-up contact person. Provide brief resumes/qualifications of personnel who will be primarily involved in this project. Include any certifications earned, special training taken, and memberships in professional groups.
- **Proposal Response** as per Section 2, including filling out Pricing on Exhibit B.
- **Statement of Exceptions to RFP requirements:** Provide a detailed description of any exceptions taken to the requirements of this RFP, including the City Standard Terms and Conditions in Section 3. Exceptions shall be referenced to the applicable RFP section/sub-section numbers. Any other departures from the city's RFP are to be identified and failure to do so shall make the proposal non-responsive. City's standard Terms for Payment are Net 30 days from the date of invoice once the project is complete, unless otherwise negotiated. If you cannot comply with this, please state any changes in the Statement of Exceptions to the RFP Requirements.
- **References:** Provide a list of references on form provided as Exhibit A. The City is particularly interested in contacting your governmental clients in the state of Ohio.

To ensure the integrity of the proposal process, a signed copy of this addendum notice should be included with any proposal offered to the City of Dayton as a result of RFP No. 17010S.

(Print Name)

(Date)

(Signature)

(Company Name)

Sincerely,

Jason Schortgen: Buyer